



**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS, 3D CORPS SUPPORT COMMAND**  
**UNIT 29620**  
**APO AE 09096**

REPLY TO  
ATTENTION OF

AETV-SCE-T

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 3d Corps Support Command (COSCOM) Policy Memorandum #22, Drivers' Training Policy

1. PURPOSE: To establish a policy for selection, training, testing, certification, licensing, and follow-on evaluation of all soldiers who operate military vehicles, wheeled and/or tracked.
2. APPLICABILITY: This policy is applicable to all units assigned or attached to 3D COSCOM.
3. REFERENCES:
  - a. AR 385-40, Accident Reporting and Records.
  - b. AR 385-55, Prevention of Motor Vehicle Accidents.
  - c. AR 600-55, The Army Driver and Operator Standardization Program (Selection, Training, Testing, and Licensing).
  - d. USAREUR Supplement 1 to AR 600-55.
  - e. V Corps Safety Standard Operating Procedures (SOP).
4. BACKGROUND:
  - a. To establish a training policy for vehicle operators and supervisors which promotes the highest standards of technical proficiency, equipment safety, and driver knowledge.
  - b. To ensure all personnel designated as vehicle operators are thoroughly trained and fully certified.
  - c. To improve basic skill levels of licensed drivers.
  - d. To ensure drivers training programs incorporate, at a minimum, the requirements outlined in AR 600-55, USAREUR Suppl to AR 600-55, and V Corps SOP.

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e. To provide a basis for a continuing program of drivers training and maintenance education.

f. To improve materiel readiness posture of the 3D COSCOM.

## 5. POLICY.

a. The drivers' training program is the company commander's program.

b. The programs are designed to ensure that 3D COSCOM vehicle drivers possess the skills necessary to operate their vehicle safely under various driving conditions.

c. The drivers' training programs will consist of four phases: Classroom Instruction and Testing; Light/Heavy Wheeled Vehicle Training; Licensing and Refresher/Advanced Skills Training, and Remedial Driver Training.

(1) Phase I – Classroom Instruction and Testing. This phase will consist of textbook instruction. It is required for all personnel selected as potential drivers.

(2) Phase II – Light Wheeled/Heavy Wheeled Vehicle Training. This hands-on vehicle training is designed to qualify personnel on one or more of the vehicles. This driver training is a discrete event, that is, it is strictly driver training and not a subset of any other training. Each driver should receive hands on training after each orientation. The training should be integrated into the unit mission. Trainees should be utilized to perform unit driving missions when accompanied by a licensed driver. This licensed driver must be qualified on the specific vehicle in use, have a good driving record and be the rank of SGT/E-5 or above. Heavy Wheeled Vehicle (5 ton & above) will consist of an orientation, vehicle safety briefing, and hands on/performance oriented training. Night vision training and the use of Night Vision Goggles (NVGs) will be included in Phase II training (REF applicable TM). Once supervisors are satisfied that learners are progressing satisfactorily, they will be issued another learner permit (Operator's Permit Record (ULLS)) for the heavy-wheeled vehicles.

(3) Phase III – Refresher Training. This training will be conducted annually at unit level. Refresher training familiarizes operators with the host nation under varied conditions and helps drivers to improve their driving performance. The knowledge and skills learned in an initial driving instruction course must be updated periodically, to include NVG use. This training encourages drivers to continually improve their skills and avoid developing habits that may lead to a moving traffic violation or an accident.

(4) Phase IV – Remedial Training. Applicants who fail one or more parts of the drivers' training test will receive additional training before being tested. The procedure is outlined in USAREUR Suppl to AR 600-55, para 5-4e.

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d. Responsibilities:

(1) Commander, 3D COSCOM will do the following:

(a) Provide a mobile inspection team to evaluate 3D COSCOM units Drivers' Training Program.

(b) Provide out briefing to the inspected unit and send a report to 3D COSCOM, Transportation via appropriate chain of command (i.e. unit, DTO or SPO-Trans, CTO).

(c) Conduct follow on inspections as required.

(d) Initiate a course through 3D COSCOM Drivers' Academy to certify 3D COSCOM Driver Academy Instructors. This course will produce Master Drivers (experts on PLS, HET, and M931) to assist units with technical expertise in planning their drivers training programs.

(2) 3D COSCOM, Transportation will do the following:

(a) Provide a schedule of inspections to ensure each battalion is inspected annually. Coordinate with 3D COSCOM G-3 to insert these on the training calendar.

(b) Validate the checklist used by the mobile training team.

(3) Major Subordinate Commands, Brigades, and Battalions will ensure the following:

(a) Monitor and review unit implementation of Drivers' Training IAW AR 600-55.

(b) Schedule and conduct inspections as required.

(c) Resource driver training facilities.

(4) The Company Commanders will ensure the following:

(a) Adhere to para 1-4h, of AR 600-55.

(b) Establish and administer the drivers' training programs.

(c) Designate and select qualified road testers and classroom instructors for the purpose of proficiency training.

(d) Designate road testing/training areas.

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(e) Sign Operator License and Operator's Permit Record (ULLS), upon completion of all training requirements.

(f) Schedule, conduct, and record on Equipment Operator Qualification Record (ULLS) annually refresher training.

(g) Schedule, conduct, and record on Equipment Operator Qualification Record (ULLS) and Operator's Permit Record (ULLS) 2-hour winter driving orientation course.

(h) Designate individuals to conduct and record annual driver check rides.

(i) Ensure compliance with dispatch procedures.

(j) Ensure that soldiers going through New Equipment Training (NET) meet the standards and criteria of this policy.

(k) Interview/Screen potential drivers.

(5) The Company Motor Sergeants will do the following:

(a) Interview and select potential driver IAW Drivers' Interview Checklist. Commanders may delegate this authority to responsible personnel within the chain of command on orders.

(b) Ensure potential driver completes USAREUR written test with Drivers' Training Academy testing facilities.

(c) Enroll potential drivers in unit drivers' training program.

(d) Ensure potential driver with past driving experience validate proficiency with road tester and classroom instructor.

(e) Schedule soldiers for remedial training who have had accidents, failed inspections, abused equipment, or were assessed 6 but less than 12 points in 24 consecutive months.

(f) Ensure all drivers attend annual refresher training.

(g) Ensure all drivers attend winter driving orientation course at least once.

(h) Ensure all training, to include refresher and winter driving orientation course, is recorded within the company or battalion.

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(i) Ensure all drivers are recognized for safe driving performance through the awards program outlined in AR 385-40.

(j) Ensure accidents are investigated and reported.

(6) First line supervisors will do the following:

(a) Adhere to para 1-4i, of AR 600-55.

(b) Monitor drivers' progress during training.

(c) Recommends driver for safe driver awards after the standards are met IAW AR 385-40.

(d) Ensure that drivers operate only properly dispatched vehicles.

6. SUPERSESSION. N/A.

7. EXPIRATION. This policy memorandum expires 1 August 2004.

8. "Sustaining the Line!"

//ORIGINAL SIGNED//  
VINCENT E. BOLES  
Brigadier General, USA  
Commanding

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